

**PROFESSIONAL COUNSELORS SECTION  
MEETING MINUTES  
AUGUST 14, 2013**

**PRESENT:** Charles Lindsey, Leslie Mirkin, Allison Gordon

**STAFF:** Angela Hellenbrand, Executive Director; Sharon Henes, Paralegal; Kimberly Wood, Program Assistant Supervisor; and other Department Staff

**CALL TO ORDER**

Charles Lindsey, Chair, called the meeting to order at 9:00 a.m. A quorum of three (3) members was present.

**APPROVAL OF AGENDA**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, to approve the agenda as amended. Motion carried unanimously.

**APPROVAL OF MEETING MINUTES OF MAY 22, 2013**

**MOTION:** Allison Gordon moved, seconded by Leslie Mirkin, to approve the minutes of May 22, 2013 as published. Motion carried unanimously.

**ADMINISTRATIVE MATTERS**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, that the Chair convene a meeting with representatives from constituent programs to discuss the Section's exploration of moving to a 60 credit licensure requirement. Meeting is to convene prior to the end of September. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**MOTION:** Allison Gordon moved, seconded by Leslie Mirkin, that the draft letter composed by Dan Williams be sent to Bob Peters and CC to the Division of Vocational Rehabilitation, others who have sent letters inquiring on this topic, and the Wisconsin Rehabilitation Association. Motion carried unanimously.

**POSITION STATEMENTS**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, to remove all position statements as listed on page 2 of the agenda materials and review the remaining questions for discussion at the Professional Counselor Section October Meeting. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Allison Gordon moved, seconded by Leslie Mirkin, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.) Charles Lindsey read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Allison Gordon-yes; Charles Lindsey-yes; and Leslie Mirkin-yes. Motion carried unanimously.

The Section convened into Closed Session at 11:14 a.m.

### **DELIBERATION OF PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS**

#### **Cynthia A. Midcalf (12 CPC 086)**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Cynthia A. Midcalf, Respondent, DLSC Case # 12 CPC 086. Motion carried unanimously.

#### **Melissa Pannell (12 CPC 079)**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against Melissa Pannell, Respondent, DLSC Case # 12 CPC 079. Motion carried unanimously.

### **DIVISION OF LEGAL SERVICES AND COMPLIANCE**

#### **Case Closings**

*Leslie Mirkin left the meeting at 11:21 a.m.*

*Leslie Mirkin returned to the meeting at 11:23 a.m.*

*Allison Gordon left the meeting at 11:26 a.m.*

**MOTION:** Charles Lindsey moved, seconded by Leslie Mirkin, to close case number Clark 12 CPC 082 for Compliance Gained (P2). Motion carried.

*(Allison Gordon recused herself from discussion and voting in the deliberation regarding the closing of case number 12 CPC 082)*

*Allison Gordon returned to the meeting at 11:29 a.m.*

**MOTION:** Allison Gordon moved, seconded by Leslie Mirkin, to close case number Popke 12 CPC 091 for Insufficient Evidence (IE). Motion carried.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Allison Gordon moved, seconded by Leslie Mirkin, to reconvene into open session. Motion carried unanimously.

The Section reconvened into Open Session at 2:40 p.m.

## **VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION, IF VOTING IS APPROPRIATE**

**MOTION:** Charles Lindsey moved, seconded by Leslie Mirkin, to affirm all motions made in closed session. Motion carried.

*(Allison Gordon recused herself from voting on the reaffirmation of closed session motions due to their recusal in the matter concerning case number 12 CPC 082)*

## **ADJOURNMENT**

**MOTION:** Leslie Mirkin moved, seconded by Allison Gordon, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:44 p.m.